	NEW DWELLING	SITE WORK/CHANGE OF USE	COMMERCIAL	COMMERCIAL INTERIOR	EQUIPMENT	DEMOLITION	TANKS	
APPLICATION (notarized)	2	2	2	2	2	2	2	
SURVEY	6	6	3	3	3	3	3	
ARCHITECT SEALED PLANS	3		3	3	3		4	
Include Disc with Plans (saved in tiff form) Plans should Include energy calculations & all electrical								
ENERGY CODE COMPLIANCE	3		3	3				
PLOT PLAN		Υ	Υ	Υ	Υ	Υ	Υ	
LETTER OF INTENT/USE		Υ	Υ	Υ	Υ	Υ	Υ	
LETTER OF AUTHORIZATION (FROM OWNER)		Υ	Υ	Υ	Υ	Υ	Υ	
EXCAVATION AFFIDAVIT	Υ	Υ	Υ		Υ	Υ	Υ	
TAX BILL (and "Contract of Sale" or Deed for new owners)	Υ	Υ	Υ	Υ	Υ	Υ	Υ	
ASBESTOS AFFIDAVIT						Υ		
SUFFOLK HEALTH DEPT.	Υ	Υ	Υ	Υ			Υ	
Board of Health is required for any change of use								
or expansion of use that includes the sanitary system								
CONTRACTOR'S/BUILDER'S INSURANCE *	Υ	Υ	Υ	Υ	Υ	Υ	Υ	
WORKER'S COMP, LIABILITY & DISABILITY	Υ	Υ	Υ	Υ	Υ	Υ	Υ	
PLUMBER'S PHOTO LIC. & INS.*	Υ		Υ	Υ	Υ		Υ	
ELECTRICIAN'S PHOTO LIC. & INS.*	Υ	Υ	Υ	Υ	Υ	Υ		
UTILITY DISCONNECT LETTERS						Υ		
EXISTING LAYOUT(S)			Υ	Υ				
DEPARTMENTAL APPROVALS								
PLANNING	Υ	Υ	Υ		Υ		Υ	
ENGINEERING	Υ	Υ	Υ		Υ		Υ	
HIGHWAY	Υ	Υ	Υ					
SITE PLAN APPROVAL		Υ	Υ	Y *	Υ		Υ	
FEE - CHECK OR CASH	Υ	Υ	Υ	Υ	Υ	Υ	Υ	
ONLY CLEAR READABLE FAXES ACCEPTED								